Instructions to sign up for a Summer Orientation Group Academic Advising session

Please Note: There are multiple options available for group advising meetings this summer. You do not need to make an appointment with your Office of Academic Advising Advisor.

➢ Log into your Starfish account via my.newpaltz.edu. (follow the instructions from the Starfish VZ orientation module).

➢ When viewing your “Dashboard,” scroll to “My Services” on the lower right.

➢ Scroll down through the list of services to the bottom and view the service: “Summer 2022 Group Academic Advising.”

➢ You can select the word “SCHEDULE” under the service to go to the scheduling page. Alternatively, you can click on the name of the service “Summer 2022 Group Academic Advising” and on the next page select the blue button: “SCHEDULE APPOINTMENT” to go to the scheduling page.

➢ Select the choice “Orientation Group Academic Advising” under “What do you need help with?” then click on the blue button: “CONTINUE.”

➢ Click on an available appointment that fits into your schedule, then click on the blue button: “CONTINUE.” (Appointments are displayed a week at a time. To see additional appointment options, use the calendar on the left side of the screen to pick a date in the future).

➢ If everything looks correct to you on the appointment page, make note of the Meeting Instructions and click “CONFIRM.” You will be sent a confirmation email message to your New Paltz email explaining how to attend the Orientation Group Academic Advising session during your scheduled appointment time.